

**STATE OF MICHIGAN  
CHIEF FINANCIAL OFFICERS' COUNCIL  
Summary of January 18, 2007 Meeting**

The first meeting of the Chief Financial Officers' (CFO) Council for calendar year 2007 was held at 10:00 a.m., Thursday, January 18, 2007, in the Michigan Room, Romney Building.

CFO Council members in attendance:

David Bruce – Agriculture  
James Selleck – Attorney General  
Mark Freeman – Auditor General  
Carol Vargovich – Civil Service

Mike Gilliland – Management and Budget  
Minesh Mody – MI Economic Dev. Corp.  
Joe Pavona – State  
Ed Timpf – Transportation

Other attendees:

Raj Mehta – Civil Rights  
Craig Thurman – Education  
LeAnn Droste – Labor & Economic Growth  
Lorie Blundy – Legislative Ret. System  
David Quigley – DMB, Financial Services  
Al Christian – Military & Veterans Affairs  
Joe Frick – Natural Resources

Ruth Mealy – OFM  
Laura Mester – OFM  
Michael Moody -- OFM  
Doug Ringler – OFM  
Gena Hyde – State  
Palmer Giron – Treasury

Mike Moody, Director of the Office of Financial Management (OFM) and Chair of the Council, welcomed the group. There were no changes or additions to the agenda. Mike apologized for the conflict with today's meeting and the Revenue Estimating Conference. We will probably reschedule the April CFO meeting due to the SAAABA Conference. The notes will be sent to members for comments shortly after each meeting. Any comments can be sent to Adel. If there are no comments or changes submitted, the notes will be considered approved.

Mike stated that Bob Emerson, the new State Budget Director, would try to attend the April meeting.

**BRIEFINGS AND REPORTS TO CFOs**

**OFM Accounting and Financial Reporting Division Update**

Laura Mester, AFR Director, thanked everyone for their efforts in almost closing the books. The CAFR is on hold at this point. We were not going to issue it without a

supplemental from the Legislature. The representation and subsequent events letters will need to be resubmitted. Purchase orders and requisitions cannot be closed until we close fiscal year 2006 as we have two fiscal years open. Staff will be starting the last phase of the RMDS report reduction project, focusing on annual and control reports. In addition, we will be looking into purging MIBD and Business Objects data. We are currently maintaining data from fiscal year 1995. We will work the agency chief accountants to identify data needs before we purge. We have kicked off the Multiple EFT project, which should help state agencies comply with Public Act 533. Our liaisons are working with the chief accountants to clean up fund balances and restricted revenue carry forwards in the General Fund.

#### **OFM Payroll and Tax Reporting Division Update**

Ruth Mealy, PTR Director, stated the 1099s and W-2s were released to Mailing Services and all will be delivered by January 31. The Time and Expense Charter is with the HRMN Coordination Committee. DIT still needs to identify a project manager. A new FMG section will be issued related to taxable travel and employee tax home situations. This should address unique anomalies when they occur and give instruction on how to deal with them. We will work with Civil Service and their standard travel regulations.

#### **OFM Support Services Division Update**

Doug Ringler, SSD Director, reported that the quarterly Public Act 533 monitoring reports were sent January 17. The SWCAP contract is in place. He encouraged agencies to send their proposals if they wish to utilize OFM's contract. An annual reminder will be sent regarding this. The EIS web site will be removed shortly and its contents will be moved to OFM's web site. Training is developing an advance finance class for Business Objects and will be attempting to provide more Business Objects classes in the future. A memo to Internal Control Officers and Internal Auditors is forthcoming laying out some initiatives on the internal control evaluation. Two meetings have been scheduled for January 29 and January 31 to discuss this process and the tools that are available. Agencies will be requested to submit assertions regarding budgetary controls and a tool is already in the works to assist in the evaluation.

#### **CFO Member Roundtable Discussion**

Joe Frick shared information about the Administrative Officers Association conference on Tuesday, February 20, 2007, at the Holiday Inn, South.

The Association of Government Accountants' Annual Conference is scheduled for Wednesday, February 28, 2007, at Lansing Community College, West Campus.

The meeting adjourned at 10:25 a.m.

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**Next meeting:** Wednesday, April 11, 2007 – 10:00 a.m.  
The Michigan Room, 1<sup>st</sup> Floor, Romney Building

Summary prepared by:

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